



**Xspace  
Cultural  
Centre**

2-303 Lansdowne Ave  
Toronto ON M6K 2W5  
416 849 2864  
Tuesday-Saturday 12-6  
[www.xspace.info](http://www.xspace.info)

## **SUBMISSION GUIDELINES:**

Xspace Cultural Centre accepts proposals of all media from student and emerging artists, curators and/or designers. Exhibitions are selected by our Programming Committee, composed of Xspace staff, representatives from the OCAD Student Union and an outside member of the Toronto arts community. All selected artists/designers/curators are paid, and there is no fee to apply. This call covers all exhibition spaces from September 2020 through July 2021.

**The 2020-2021 Call for Exhibition Submissions deadline is June 8, 2020.**

Applicants are asked to provide the following items:

- 1. Artist Statement (500 words max):** The Artist Statement should give a description of your overall practice as it relates to the specific project you are proposing at Xspace.
- 2. Project Description (500 words max):** The project description should give a clear and concrete description of the work you are proposing for installation at Xspace. Please specify which exhibition space you intend the work to be exhibited in. All of our spaces consider site specificity, so please take that into account in your description. If you are a curator proposing a group exhibition for the Main Space, please list confirmed artists (if any) and/or the content of your call for submissions (if you are planning on holding one).
- 3. Technical Description and Budget (250 words max):** The technical description should include a list of all foreseeable technical requirements including equipment and materials necessary for installation within Xspace (this does not include materials to create the work). The Budget should indicate roughly how much your project will cost to install, itemized by category (materials, labour, etc.).
- 4. Curriculum Vitae (Max 3 pages):** Your CV should include education and exhibition history, as well as any relevant experience, reviews, etc. Xspace only shows the work of

emerging artists/curators/designers and/or students. Please note that formal training and education is not mandatory to apply. If you are unsure if you fall within our mandate, please ask.

5. **Visual Support Material (5-10):** Images must be in JPG format. You may include links to video and/or audio files. These should be a maximum of 3-5 minutes in total. If there is a specific portion of a longer video you would like the Programming Committee to watch, please indicate it on your support material list.

6. **Support Material List:** ordered and labeled to match the files given.

If you have any questions about the proposal process please contact Philip Leonard Ocampo at philip@xpace.info **before 1pm on June 8.**

**DUE TO HIGH INTEREST, XPACE WILL ONLY ACCEPT SUBMISSIONS RECEIVED THROUGH OUR FORMAL SUBMISSION PROCESS ON SUBMITTABLE AS OUTLINED ABOVE.**

**THOUGH STAFF IS HAPPY TO PROVIDE FEEDBACK AT ALL MOMENTS OF THE SUBMISSION PROCESS, WE CANNOT RESPOND TO INQUIRIES ASKED THROUGH DIRECT MESSAGE, TEXT OR FACEBOOK MESSENGER. WE ASK THAT APPLICANTS REACH OUT VIA E-MAIL INSTEAD.**

**LATE OR INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED.**

**APPLICANTS WILL BE NOTIFIED WITHIN 3 MONTHS OF THEIR PROPOSAL STATUS. WE LOOK FORWARD TO READING YOUR PROPOSALS AND THANK YOU FOR YOUR INTEREST :)**

## **EXHIBITION SPACES:**

### **WINDOW SPACE**

The **Window Space** looks out onto Lansdowne Avenue and is visible 24 hours a day. Works proposed for the Window Space should consider the nature of an exhibition space with 24-hour access, and its location and presence as a window facing out onto the street. Solo or collaborative works may apply. Click [here](#) to see the Window Space exhibition archive and floor plan.

### **MAIN SPACE**

The **Main Space** gallery hosts group exhibitions organized around a connecting theme or idea. You may apply as a curator or as a group of artists. Proposals should emphasize the ways in which the works and artists/designers included present and reinforce the framework proposed by the connecting theme. Curators may apply with works already selected, or with a theme only (please include examples of artists/designers and/or the type of works you are interested in). Click here to see the Main Space exhibition archive and floor plan.

### **PROJECT SPACE**

The **Project Space** is intended for installation-based practices. Submissions that emphasize experimentation and take into account site-specificity will be given priority. Solo or collaborative works may apply. Click here to see the Project Space exhibition archive and floor plan.

### **EXTERNAL SPACE**

The **External Space** is a three site space located on OCAD University Campus in the Learning Zone, hosted online on our website and Vimeo page, as well as on-site in the gallery. The External Space offers opportunities for single channel media based works, with an emphasis on video and animation.

## **FAQ (FREQUENTLY ASKED QUESTIONS)**

1. Eligibility
2. Gallery Logistics
3. Proposal Writing + Feedback
4. Oral Applications

### **1. ELIGIBILITY**

#### **What is Xpace Cultural Centre's definition of "emerging"?**

Xpace Cultural Centre's definition of "emerging" encompasses few restrictions. We do not define emerging artists by age, formal education or set number of years out of school. As long as applicants do not have extensive experience with opportunities in museums or large arts institutions, they are eligible to exhibit with us.

No previous exhibition history or education is required to submit.

#### **Do I have to be a current OCAD University student or alumni to exhibit with Xpace?**

No. Though Xpace Cultural Centre is funded by the OCAD Student Union, Xpace is a separate organization that encourages the cross collaboration of OCAD U students / alumni and artists who are not affiliated with the university. As long as you identify as an "emerging" artist you are welcome to exhibit with us!

#### **What constitutes an artist being "on the margins"?**

Xpace prioritizes submissions from applicants who are Indigenous, Black, people of color, womxn, LGBTQ2+, people with disabilities, and/or are members of other marginalized groups. For more information about these communities, please visit this great, informative resource put together by our friends over at The Margin of Eras Gallery: <https://www.marginoferasgallery.ca/dictionary-of-margins>

## **2. GALLERY LOGISTICS**

### **Are there any physical limitations of Xspace's gallery spaces?**

- Due to spatial limitations, objects cannot be hung from the ceiling.
- No fire or highly flammable materials are permitted in the gallery.
- No scents or materials that are highly fragrant are permitted in the gallery.
- No weapons, sharp or hazardous objects are permitted in the gallery.
- Vinyl on the floor is accepted, but no drilling or painting of the floors is permitted.
- Xspace has track lighting, in which more or less light may be added or removed to compliment at the artist / curator's request.

### **Does Xspace have any space measurements, floor plans or templates for use?**

- Yes! Please visit the "Spaces" tab at [www.xspace.info](http://www.xspace.info) to access gallery floor plans, measurements and photos of our Main, Window and Project spaces.

### **Can my proposed project involve food, plant life and/or other organic materials?**

- Food materials are permitted in the gallery as long as the applicant provides a schedule for replenishment, and a sustainable plan for when the food items go bad.
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- Plant life is permitted in the gallery, but due to the absence of natural light in the space, all plant objects will require grow lights or other means of keeping it alive during an extended exhibition run.

### **Can my proposed project involve live interaction or contributions from the general public?**

- Projects of this nature are permitted, as long as applicants provide a logistical plan for how to supervise, facilitate and/or manage live interactions. Xspace staff

will help facilitate this, but please keep in mind that this may be additional labour for our programming team.

**Can Xpace have the technical equipment needed for my proposed project?**

Xpace Cultural Centre has a selection of media equipment to choose from, however please check in with programming coordinator Philip Leonard Ocampo at [philip@xpace.info](mailto:philip@xpace.info) prior to your application. Should Xpace not have the equipment needed for a proposal, please provide places to rent / source the needed equipment in your submission.

**Is there anything about the Main Space I should know before submitting?**

- You may apply as a curator of a group exhibition (4 - 5 artists max) or as a group of artists (3-5 participants max).
- Curators may apply with works already selected, or with a theme only (please include examples of artists/designers and/or the type of works you are interested in).
- Xpace advises against placing artworks involving projections close to the entrance, as residual sunlight from the Window Space will dilute the projected image.
- Main Space curators are required to organize an additional piece of additional programming, so we encourage applicants to think of new and exciting ways to activate your proposed exhibition through programming. All participants will also be paid fees in accordance with CARFAC minimum fee schedule.

**Is there anything about the Window Space I should know before submitting?**

- Works proposed for the Window Space should consider the nature of an exhibition space with 24-hour access, and its location and presence as a window facing out onto the street.
- Solo or collaborative works may apply.

- Artists are allowed to paint the walls and the floor of the space, as long as they commit to restoring it to its original state during designated de-install times.
- Artists are allowed to paint on or otherwise utilize the interior of the window glass, as long as they commit to restoring it to its original state during designated de-install times.
- Projects involving plant life are most successful here.
- Printed images and artworks using pencil crayon used in previous exhibitions have been known to fade during the show run.
- Monitors and digital screens are not permitted in the Window Space as images are near imperceptible in the sunlight.

**Is there anything about the Project Space I should know before submitting?**

- Submissions that emphasize experimentation and take into account site-specificity will be given priority.
- Solo or collaborative works may apply.
- Projects involving plant life are not successful here.
- Artists are allowed to paint the walls of the space, as long as they commit to restoring it to its original state during designated de-install times.

**Is there anything about the External Space I should know before submitting?**

- The External Space is a three site space located on OCAD University Campus in the Learning Zone, hosted online on our website and Vimeo page, as well as on-site in the gallery.
- The External Space offers opportunities for single channel media based works, with an emphasis on video and animation.
- Submissions that seek to make creative / experimental use of a multi site exhibition format will be given priority.

### **Can you cover transportation or shipping costs?**

Unfortunately, Xpace does not have the funds to assist in the transportation of artworks. However, we can assist successful applicants in sourcing external funding to support this.

## **3. PROPOSAL WRITING**

### **Can I submit multiple proposals?**

Yes, applicants may submit multiple exhibition proposals. However, the programming committee may only accept one proposal into our programming year.

### **Do my Artist Statement and Project Description have to be formally written or can it be poetic?**

Submissions may be freer in form as long as the language used is accessible and can be clearly understood by the programming committee. Please keep in mind that you are introducing yourself to an uninitiated audience!

### **Where can I receive feedback for my submission?**

Xpace will be hosting a proposal writing workshop on May 15th, 2020. Xpace staff will lead the workshop, giving participants information about what constitutes a successful submission. There will be a Q&A and opportunities for 1 on 1 meetings at the end of the session.

If you are unable to make it to the workshop, you may request feedback from either programming coordinators Natalie King ([natalie@xpace.info](mailto:natalie@xpace.info)) or Philip Leonard Ocampo ([philip@xpace.info](mailto:philip@xpace.info)) at any point in the application process **before 1PM on June 8th, 2020**.

**We cannot respond to inquiries asked through direct message, text or Facebook messenger. We ask that inquiries be sent to us via email ONLY.**

## **4. ORAL APPLICATIONS**

### **Can I submit an oral application instead of a written proposal?**



Yes. Xpace recognizes the importance of oral culture in the transmission of language, history, knowledge and practice. We will accept oral submissions for the Call for Exhibitions application, when accessibility and/or oral culture is relevant to the project or artistic practice.

Oral application requests will be evaluated on a case by case basis. If you'd like to request one, please write Alexia ([alexia@xpace.info](mailto:alexia@xpace.info)) or call (416) 849-2864 at least 10 business days before the application deadline.